

727—2.5(15E) Meetings. The corporation meets at the call of the chairperson. Notice of a meeting shall be given not less than 48 hours prior to the meeting. The notice shall contain the specific date, time and place of the meeting and a tentative agenda. The notice shall be posted at the corporation's office and shall be mailed to interested persons who have filed a request for notice with the president of the corporation. All meetings shall be open to the public, unless a closed session is voted by two-thirds of the entire board of directors or by all board members present pursuant to Iowa Code section 21.5. The operation of the corporation meetings shall be governed by the following rules of procedure:

2.5(1) Four members of the board constitute a quorum.

2.5(2) An affirmative vote of at least four of the members present at a meeting is necessary before an action may be taken by the board.

2.5(3) An action taken by the board shall be authorized by resolution at a regular or special meeting and takes effect immediately unless the resolution specifies otherwise.

2.5(4) Members of the public who wish to appear before the board shall contact the president. Requests must be received by the president not less than seven days prior to the meeting and shall outline the subject to be addressed. The president shall notify the requester by telephone call or other appropriate means as to the requester's approximate placement on the agenda. Presentations may be made at the discretion of the presiding officer. The board may take up matters not appearing on the agenda.

2.5(5) At the discretion of the chairperson, a public forum may be scheduled on the agenda of a regularly scheduled meeting.

2.5(6) Members of the public who wish to submit written material shall do so at least seven days prior to the scheduled meeting to ensure that the board has adequate time to receive and evaluate the material.

2.5(7) At the conclusion of each meeting, the board shall set the time, date and place of the next meeting.

2.5(8) Special or electronic meetings may be called by the chairperson upon a finding of good cause and shall be held in accordance with Iowa Code section 21.4 or 21.8.

2.5(9) Cameras and recording devices may be used at open meetings provided they do not obstruct the meeting. The presiding officer may request a person using such a device to discontinue its use when it is obstructing the meeting. If the person fails to comply with this request, the presiding officer shall order that person excluded from the meeting.

2.5(10) The presiding officer may exclude any person from the meeting for repeated behavior that disrupts or obstructs the meeting.

2.5(11) Cases not covered by these rules shall be governed by Robert's Rules of Order, Revised.